

02-07-08

Section 5

Public Records

5.1 Public Information That Must Be Disclosed

5.1.1 Law Enforcement Information

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5.1.2 Other Public Information

5.1.2.010 Advice from the City Attorney's Office

To be discussed by the Task Force no earlier than February 21, 2008

5.1.2.020 Drafts and Memoranda

Scheduled to be discussed by the Task Force on February 7, 2008

5.1.2.030 Litigation Material

To be discussed by the Task Force no earlier than February 21, 2008

5.1.2.040 Personnel Information

A. To be discussed by the Task Force no earlier than February 21, 2008

B. Misconduct of City Officials

1. The term "City Official" means the Mayor and Members of the City Council; any appointees of the City Council; Mayoral or Council unclassified staff members; Redevelopment Agency Board Member; the City Manager and his or her Assistant City Manager, Deputy City Managers, and heads of offices under the City Manager; the Executive Director of the Redevelopment Agency and his or her Assistant and Deputies; City department heads, and Redevelopment Agency division heads.

2. The term “misconduct” includes dishonesty; misuse of City property or City funds; any violation of conflict of interest policies, any violation of the Gift policy, any violation of the City’s Discrimination and Harassment policy; inexcusable neglect of duty; fraud in securing employment; and unlawful political activity.
3. Records of any substantiated allegations of misconduct by a City Official, including any investigation and discipline, if any form of discipline is imposed, must be disclosed. Information that falls within the protection of any privileges or rights provided under the law may be redacted.

5.1.2.050 Contracts with the City

To be discussed by the Subcommittee no earlier than February 7, 2008

5.1.2.060 Budget and Other Financial Information

1. Budgets, whether tentative, proposed or adopted, for the City or any of its departments, programs, projects or other categories, and all bills, claims, invoices, vouchers or other records of payment obligations as well as records of actual disbursements showing the amount paid, the payee and the purpose for which the payment was made, other than payments for social or other services whose records are confidential by law, shall not be exempt from disclosure under any circumstances.

5.1.2.070 Balancing Test

Scheduled to be discussed by the Task Force on February 7, 2008